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Downtown Providence District Management Authority

Public Hearing on Proposed 2009 DPDMA Budget

Thursday, May 15, 2008 8:30 a.m.

Director Granoff opened the Public Hearing at 8:35 a.m.

Directors present: Robert Gagliardi, Evan Granoff, Susan LaPidus, Richard Lappin and Stanley Weiss.

Ex-Officio Members present: Diana Burdett, Alan Chille and John Nickelson.

Others present: Dan Baudouin, Executive Director of the Providence Foundation; Joelle Crane, Program Director of the Providence Foundation; Steve Gibson, President of Urban Place Consulting; Frank LaTorre, DID Director of Public Space; Frank Zammarelli, Operations Manager of Block-by-Block; Rosemarie Durette, DID Accounting Manager/Office Administrator.

Members of the Public in attendance: Kevin Murphy Esq.

Director Granoff started the hearing by thanking Mr. Murphy for his interest in the Downtown Improvement District and gave an overview as to what the organization does. Mr. Murphy had questions

regarding what the DID could do to improve sidewalk conditions. While there is a minor amount for sidewalk repair in the budget, there is an overall improvement plan. Director Granoff invited Mr. Murphy to attend the Board meeting after the Hearing to hear a complete update..

Steve Gibson reviewed the proposed budget summary. He reiterated the Board mandate that no additional revenues were to be generated by an increase in the City's assessed property values. Individual property owners may see an increase or decrease in their DID assessment depending on changes in the City's assessed values. The new revenue in the over all budget was funded by new investment within the district and voluntary contributions Mr. Gibson then went over the expenses, which concluded the review.

Director Granoff opened the hearing for any questions, there were not any. The budget was accepted and the Hearing closed. He then took this opportunity to thank those present for their participation and hard work in making the DID a success.

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Director Granoff adjourned the Public Hearing at 8:40 a.m.

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Downtown Providence District Management Authority

Board of Directors meeting minutes

Thursday, May 15, 2008 8:45 a.m.

1. Roll Call

Director Granoff called the meeting to order at 8:50 a.m.

Directors present: Michael Corso, Robert Gagliardi, Evan Granoff, Susan LaPidus, Richard Lappin and Stanley Weiss.

Ex-Officio Members present: Diana Burdett, Alan Chille, and John Nickelson.

Others present: Dan Baudouin, Executive Director of the Providence

Foundation; Joelle Crane, Program Director of the Providence Foundation; Steve Gibson, President of Urban Place Consulting; Frank LaTorre, DID Director of Public Space; Frank Zammarelli, Operations Manager of Block-by-Block; Rosemarie Durette, DID Accounting Manager/Office Administrator; Kevin Murphy Esq., Owner of Property located at 244 Weybosset Street; Gary Bliss, Director of Policy and Legislative Affairs for the City of Providence.

2. City of Providence Update

John Nickelson has prepared the detailed bid document. This document contains the exact requirements for the sidewalk repair work to be done. Included are the location of the repairs, the size of the repair and the manner in which the repairs need to be done. The work done by the winning contractor will be over seen by the DPW to insure that the requirements of the bid are being met.

This document has been forward to the City's purchase and contract review board. Once it passes that board the ad will be placed. The contract will not go over the \$50,000.00 that has been agreed upon as the 50/50 match between the City and the DID. The contract may be adjusted depending on the bids received.

Davis Bacon rules will apply to the contract with preference going to a MBE or WBE contractor.

Alix Ogden could not attend the meeting today. Gary Bliss, Director of Policy and Legislative Affairs for the City of Providence, was attending in her place.

3. Approval on the minutes of the April 10, 2008 Board meeting

Director Gagliardi motioned to approve the minutes from the April 10, 2008 board meeting. Director Granoff seconded the motion, and a roll call vote was held as follows:

Director Corso yes.

Director Gagliardi yes

Director Granoff yes

Director LaPidus yes

Director Lappin yes

Director Weiss yes

Therefore the motion passed.

4. Financial Report

Monthly Financial Reports

Steve Gibson presented the financials for April 2008. The Statement of Financial Position shows the DID to be in a comfortable cash position with adequate funds to pay monthly expenses and maintain a reserve. The DID continues to contribute \$3,500 per month to a sinking fund for capital equipment replacement.

The Statement of Operations shows a solid revenue position due to higher than anticipated interest income on both bank balances and past due assessments, and lower than anticipated assessment non- and slow payment.

Director Weiss motioned to accept the April 2008 financials as

presented. Director Granoff seconded the motion, and a role call vote was held as follows:

Director Corso yes

Director Gagliardi yes

Director Granoff yes

Director LaPidus yes

Director Lappin yes

Director Weiss yes

Therefore the motion passed.

Budget for FY 2008-2009

No further discussion was held on the budget for the fiscal year 2009 since there were no material changes made to the proposed budget that was voted on at the April 10, 2008 meeting, Director Weiss motioned to approve the fiscal 2009 budget as presented. Director Lappin seconded the motion, and a role call vote was taken as follows:

Director Corso yes

Director Gagliardi yes

Director Granoff yes

Director LaPidus yes

Director Lappin yes

Director Weiss yes

Therefore the motion passed.

The approved budget is attached to these minutes.

5. Report for Urban Place Consulting & Director of Public Space

The Thayer Street Business Improvement District has contacted the DID looking for our help. Thayer Street is an established district that is up for renewal June 30, 2009. Steve Gibson and Frank LaTorre met with their Board of Directors to get information on their organization and their situation .. Steve will have further meetings to get specifics as to whether the DID will be able to give them the support they will need for renewal. While there is no specific role for the DID at this time, Steve will keep the DID Board informed.

Frank LaTorre updated the Board on the RIDOT sidewalk repair plans.

He has spoken with Bob Smith from RIDOT. Mr Smith informed Frank that there are still some engineering problems with certain vaults. Once this has been corrected and Bryant Engineering has signed off on the plans the bid can go out. As of now, the sidewalks without vaults should be under repair in 2008 and the others in 2009.

The information kiosks are being installed as planned on May 22, 2008 at the corner of Weybosset and Union Streets and on Dorrance Street.

Through funding from the Mayor's office, the roving patrol consisting of 12 additional police is back out on Fridays and Saturdays until the end of June. A discussion regarding the means for funding the patrol in the fall was held.

Currently the plan is to have the additional 12 officers on patrol

Friday and Saturday nights. The patrol would be for 31 weekends out of the year. The patrol would not be needed on the slower weekends, particularly during the summer months. The Mayor's office will fund the cost for the 3 supervisory positions so the additional funding would need to cover the cost of the 9 patrol officers, a cost of approximately \$75,000.00.

The ordinance that was introduced to assess certain license holders is still in the ordinance committee. Though once thought to have the backing needed to pass the ordinance, over the past months strong opposition has been heard. This assessment would generate the revenue need to fund the patrol. Mr. Bliss thinks there has been much miscommunication about the ordinance, hence the opposition to it. He would like license holder's concerns about the ordinance clarified to get the support that is needed to put the ordinance in place. Once this is done alternatives to the assessment can be researched.

Frank LaTorre, as a member of the HRP that first came up with the assessment idea, stated that there is not enough support to get the ordinance passed and a new source of revenue needs to be found to keep the patrol. The HRP has suggested that the revenue generated by tickets and summons being issued by the patrol could be used to fund it. These numbers are being looked at to find if that is a viable alternative.

The Mayor's Office and the HRP, along with the help of the City Council, will continue to work together to find a solution to keep the additional patrol on the streets.

6. Marketing Report

Due to time constraints, the Marketing Report was tabled until the next Board meeting

7. Report from Block- By- Block

Due to time constraints, the Report from Block-by-Block was tabled until the next Board meeting

8. Other Business

A nominating committee was formed consisting of five members: Diana Burdett, Joe DiBattista, Evan Granoff, Christopher Placco and Stanley Weiss. They will meet with Dan Baudouin to recommend new Officers for the term July 1, 2008 to June 30, 2009.

9. Adjournment

Director Granoff adjourned the meeting at 10:15a.m.

Respectfully submitted,

Rosemarie Durette

Accounting Manager/Office Administrator